



DEPARTMENT OF HOMELAND SECURITY
UNITED STATES SECRET SERVICE
WASHINGTON, D.C. 20223

Freedom of Information Act & Privacy Acts Branch
Communications Center
245 Murray Lane, S.W., Building T-5
Washington, D.C. 20223

Date: SEP 27 2013

MuckRock News
DEPT MR 6667
PO Box 55819
Boston, MA 02205-5819
Attn: Jason Smathers

File Number: 20131461

Dear Requester:

This letter is intended to acknowledge the receipt of your recent Freedom of Information Act/Privacy Acts (FOIA/PA) request received by the United States Secret Service (USSS) on September 13, 2013, for all current interagency Memoranda of Understanding (MOU) or Memoranda of Agreement (MOA) between your agency and any other agency or department.

We have determined that your request is too broad in scope, or that your request did not specifically identify the records which you are seeking. Records must be described, in reasonably sufficient detail, to enable USSS employees who are familiar with the subject area to locate records without placing an unreasonable burden upon the agency.

Pursuant to the FOIA regulations, 6 C.F.R., Part 5, Subpart A § 5.3(b), you are required to describe the records you are seeking with as much information as possible to ensure that our search can locate them with a reasonable amount of effort. Whenever possible, a request should include specific information about each record sought, such as the date, title or name, author, recipient, and subject matter of the record. If known, you should include any file designations or descriptions for the records that you want. As a general rule, the more specific you are about the records or type of records that you want, the more likely our agency will be able to locate those records in response to your request.

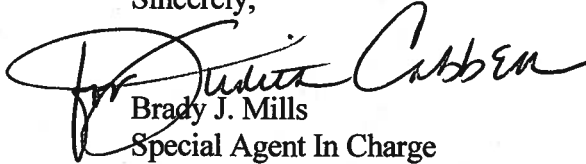
The FOIA does not require an agency to either create new records, answer questions posed by requesters, or attempt to interpret a request that does not identify specific records. Agencies are required to provide access to reasonably described, non-exempt records.

As you have failed to reasonably describe the records you are seeking, your request is not a "perfected" request, and we are unable to initiate a search for responsive records. To assist you, we are enclosing a copy of the portion of the Department of Homeland Security regulations [6 CFR, Chapter I, Part 5, Subpart A] implementing certain provisions of the Freedom of Information Act of 1986, relating to the proper form for making a FOIA request.

Please be advised, this is not a denial of your request. Please resubmit your request containing a reasonable description of the records you are seeking. Upon receipt of the required information, you will be advised of the status of your request. Failure to respond, within thirty (30) days from the date of this letter, will result in the administrative closure of your file.

If you have any questions or would like to discuss this matter, please contact this office at (202) 406-5838. Please use the file number indicated above in all correspondence with this office.

Sincerely,

A handwritten signature in black ink, appearing to read "Brady J. Mills", written over the typed name.

Brady J. Mills

Special Agent In Charge

Freedom of Information Act & Privacy Acts Officer

Enclosure(s):



Homeland Security Freedom of Information and Privacy Act Guidelines